

**CITY OF NEWAYGO**  
**Rental Property Registration Form**

Date: \_\_\_\_\_ Permit #: \_\_\_\_\_ Fee: \_\_\_\_\_

1. Rental Property Address: \_\_\_\_\_  
\_\_\_\_\_

Apartment:  Rental Home:

2. Number of Apartments / Units: \_\_\_\_\_

3. All Apartments / Units Occupied?  Yes  No

4. Property Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

5. Property Owner Address: \_\_\_\_\_  
\_\_\_\_\_

6. Property Manager or Agent Name: \_\_\_\_\_

7. Property Manager or Agent Phone #: \_\_\_\_\_

8. Manager or Agent Address: \_\_\_\_\_  
\_\_\_\_\_

**NOTE: Ordinance 06-14 passed in August of 2006 requires all rental properties located in the City of Newaygo to be registered with the City. The law also requires inspections of those rental properties for health and safety issues.**

\_\_\_\_\_  
Signature Printed Name Date

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**Office Use Only**

Date of Scheduled Inspection: \_\_\_\_\_

Time of Scheduled Inspection: \_\_\_\_\_

Official / Officer Conducting Inspection: \_\_\_\_\_